

Buttonwillow Recreation and Park District

Board Minutes

Monday, April 20, 2020

- I. CALL TO ORDER: Board Chairman, Andrew Houchin called meeting to order on Monday, April 20, 2020 at 6:02 p.m.
- II. ROLL CALL: Board Present – Andrew Houchin, Regina Houchin, Chad Ramay, Louie Andreotti, and John Parsons. Staff Present, Megan Lucas and Les Clark.
- III. APPROVAL OF AGENDA: Board approved agenda. M/S/A Andreotti / Ramay Ayes: A. Houchin, Parsons and R. Houchin Noes: None. Motion carried
- IV. APPROVAL OF MINUTES: Minutes from March 16, 2020 was approved by R.Houchin /Andreotti Ramay Ayes: A. Houchin, Ramay, Parsons Noes: None. Motion carried.
- V. PUBLIC TIME: None to report
- VI. BUSINESS TO THE BOARD:
 - A. Monthly Bills, Payroll & Financial Reports – Approved- Ramay/ Parsons Ayes: A. Houchin, R. Houchin and Andreott Noes: None. Motion carried.
 - B. Youth Baseball – Cancelation Approved: Andreotti / Ramay Ayes: A. Houchin, Parsons, R. Houchin Noes: None Motion carried. The board decided to cancel Youth Baseball for the 2020 Season in lieu of Covid-19. The district will plan an event for the kids once allowed by the state.
 - C. Summer Programs – Summer Day camp is on a hold until further notice due to Covid-19. Lucas and Crystal will still move forward with planning to be ready if allowed to offer day camp. Get ahold of Pyro Spectacular in regards to cancelation and refund policy.
 - D. SBA Grant – Les informed the board that there is a possibility of getting assistance for paying utilities and payroll cost during pandemic. He will have more information at the next board meeting. R. Houchin suggested Les file an application for the district as soon as possible.
 - E. Operations Handbook – The board gave Les the green light to start work on updating the districts operations handbook. Megan and Les to work together on making notes for new handbook.

IX. CORRSPONDENCE:

- A. None

X. REPORTS:

Megan's Report – 03/16/20

- All participants of youth baseball league have gotten a call to let them know the season was cancelled and that we will be either be issuing a refund or using registration fee for next sport.

General Manager Report – 03/16/20

- CERS Report completed and filed.
- 2019-20 Audit is behind. R. Houchin has been in contact. Auditor is swamped with applications for grant for other clients.
- Les informed the board the meeting was being recorded.

IX. BOARD MEMBERS COMMENTS:

- Parsons – Trees at Jeffries, Les and Parsons looking at them together to get an idea of how to proceed.
- Andreotti – Handing out bags and having the Easter Bunny at the school while families picked up their lunches worked out great!
- Ramay – Thank you Easter Bunny.
- R. Houchin – Call all upcoming rentals and touch bases. Rescheduled where needed.
- A. Houchin – Commodities held at the park. There was a huge turnout of families to receive food.

X. Meeting Adjourned at 7:59p.m.

Next meeting will be on May 18, 2020 at 6:00p.m.